

KENTUCKY BOARD OF LICENSED DIABETES EDUCATORS (KBLDE)

A regular meeting of the Kentucky Board Licensed Diabetes Educators was held at the Office of Occupations and Professions on April 16, 2013.

MEMBERS PRESENT

Kim Coy DeCoste, Board Chair
Carrie L. Isaacs, Secretary
Dr. Mehdi Poorkay
Carolyn L. Dennis

Occupations and Professions Staff

Julie Jackson, Board Administrator

Others

Matt James – Office of the Attorney General
Vanessa Paddy

MEMBERS ABSENT

Larry Smith

CALL TO ORDER

A meeting of the Kentucky Board of Licensed Diabetes Educators was called to order by Board Chair Kim Coy DeCoste at 10:15 a.m. on Monday, April 16, 2013 at The Office of Occupations and Professions. A quorum was present.

Matt James, Office of the Attorney General, introduced himself as the new attorney for the Board.

APPROVAL OF THE MINUTES

Carolyn Dennis made a motion to accept the minutes dated February 11, 2013. The motion was seconded by Carrie Isaacs. Discussion was held and revisions were made.

MONTHLY FINANCIAL REPORT AND OCCUPATIONS AND PROFESSIONS REPORT

No financial report available. The Board requested a quarterly report at the next meeting. Open meeting training- Ms. Jackson will check with Ms. Evans regarding the date of training. Ms. Jackson advised that a new Board administrator, Diana Jarboe, has joined the Office of Occupations and Professions. The process has been started to fill the vacant IT position.

BOARD CHAIRMAN'S REPORT

Chair DeCoste advised that she requested information regarding HB366 be posted to the Board's website and it has not been posted at the time of this meeting. A second request will be sent to IT personnel.

BOARD COUNSEL REPORT

Regulations will be discussed under old business.

Dave Nicholas, LRC, joined the meeting from 11:15 a.m. to approximately 1:00 p.m. to provide clarification and guidance regarding the regulation process. Mr. Nicholas advised the Board of which regulations hold the most importance at this point in order to begin the licensure process. Mr. Nicholas advised Mr. James to draft the regulations and send to him for review.

OLD BUSINESS

FAQ review – The Board discussed the document and suggested revisions were made. Chair DeCoste will make the changes.

Regulations – Mr. James discussed needed revisions including format and terminology. The Board started a review of the regulations and revisions will be made at the May meeting.

NEW BUSINESS

Email from Lance Hoxie – Discussion was held. Chair DeCoste will draft a response for Ms. Jackson to forward to Mr. Hoxie.

TRAVEL AND PER DIEM

Carolyn Dennis made a motion to approve travel and per diem for the meeting dated April 16, 2013. The motion was seconded by Carrie Isaacs. The motion carried unanimously.

FUTURE MEETINGS

The next Board Meeting will be held May 13, 2013 at 10:00 a.m. at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, KY.

ADJOURNMENT

Carolyn Dennis made a motion to adjourn the meeting. The motion was seconded by Mehdi Poorkay. The motion carried unanimously.

The meeting was adjourned by Chair Kim Coy DeCoste at 3:00 p.m.

Respectfully Submitted:

Julie Jackson, Board Administrator